

**The United Federal Credit Union  
Budget Worksheet**

**Monthly Income.** Enter your net monthly income (after taxes) from all sources. For income received infrequently such as bonuses or tax refunds, calculate the annual amount and divide by 12.

Income Source	You	Spouse
Job		
Part-Time Job		
Commissions/Bonuses		
Investment Income (cash items such as interest or dividends)		
Government Benefits		
Unemployment Benefit		
Child Support/Alimony		
Tax Refunds		
Other Income -		
Other Income -		
Other Income -		
Other Income -		
<b>Total Monthly Income</b>	-	-
	<b>Total</b>	-

**Monthly Expenses.** Since many expenses vary by month such as utilities it is important to average these expenses. For expenses that are periodic such as insurance take the annual amount divided by 12.

Category	Expense	Average / Month	Goal
<b>Housing</b>	Rent / Mortgage		
	2nd Mortgage / Equity Line		
	Homeowner/Renter Insurance		
	Condo Fee/HOA Dues		
	Home Maintenance		
	Gas/Electric		
	Water/Sewage/Garbage		
	Telephone (land line)		
	Other -		
	Other -		
<b>1</b>	<b>Total Housing</b>	-	-
<b>Food</b>	Groceries/Household Items		
	Food at Work/School		
<b>2</b>	<b>Total Food</b>	-	-
<b>Insurance</b> (Exclude payroll Deducted amounts)	Health Insurance/Dental/Vision		
	Life/Disability		
<b>3</b>	<b>Total Insurance</b>	-	-
<b>Medical Care</b>	Doctor		
	Optometrist/Lenses/Contacts		
	Dentist/Orthodontist		
	Prescriptions		
	Other -		
<b>4</b>	<b>Total Medical Care</b>	-	-

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<b>Category</b>	<b>Expense</b>	<b>Average / Month</b>	<b>Goal</b>
<b>Transportation</b> (exclude payroll deduction amounts)	Gasoline		
	Oil Changes		
	Maintenance/Tires/Repairs		
	Auto Insurance		
	Registration/Inspection		
	Car Payment #1		
	Car Payment #2		
	Public Transportation/Tolls/Parking		
	Other -		
<b>5</b>	<b>Total Transportation</b>	-	-
<b>Child Care</b> (exclude payroll deduction amounts)	Daycare		
	Child Support/Alimony		
	Other -		
<b>6</b>	<b>Total Child Care</b>	-	-
<b>Entertainment</b>	Cable/Satellite		
	Movies/Concerts/Theater		
	CD/DVD/Blue Ray/MP3		
	Books/Magazines/Newspapers		
	Dining Out		
	Sporting Events/Hobbies		
	Vacation/Travel		
	Other -		
	Other -		
<b>7</b>	<b>Total Entertainment</b>	-	-
<b>Unsecured Debt</b>	Loan Payment		
	Credit Card #1		
	Credit Card #2		
	Credit Card #3		
	Credit Card #4		
	Other -		
<b>8</b>	<b>Total Unsecured Debt</b>	-	-
<b>Personal</b>	Beauty/Barber		
	Clothing/Shoes/Jewelry		
	Cosmetics/Manicure		
<b>9</b>	<b>Total Personal</b>	-	-
<b>Taxes</b> (do not include taxes included in mortgage payments)	Personal Property Taxes		
	Real Property Taxes		
	Income Tax owed from prior year		
	Estimated Tax Payments		
<b>10</b>	<b>Total Taxes</b>	-	-
<b>Savings (exclude payroll deduction amounts)</b>	Emergency Fund		
	Investments/Other		
<b>11</b>	<b>Total Savings</b>	-	-

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Category	Expense	Average / Month	Goal
<b>Miscellaneous</b>	Internet		
	Cell Phone		
	Pet Care		
	Charity/Donations		
	Laundry/Dry Cleaners		
	Cigarettes/Alcohol		
	Birthdays/Holidays		
	Lottery/Gambling		
	Professional Dues		
	Other -		
	Other -		
	Other -		
<b>12</b>	<b>Total Misc</b>	-	-
<i>Add items 1 through 12</i>	<b>Total Monthly Expenses</b>	-	-

**Bottom Line.** Enter the totals from your income and expenses from above

Total Monthly Income	Total Monthly Expenses	Net
-	-	-

If the net is positive you can add money to your savings. If the net is negative you will need to make some adjustments to bring your finances back into balance.